



**Spokane Urban Forestry Tree Committee
Citizen Advisory Committee**

MEETING MINUTES

December 2, 2008

4:00 PM

1. CALL TO ORDER

The meeting was called to order at 4:10 PM

2. ROLL CALL

- a. All members of the CAC were present except Paul Heindl and Pam Luders
- b. Also present: Steve Nittolo (Horticultural Supervisor, Spokane), Jeff Perry (Head Arborist, Spokane) and Nancy McKarrow (citizen, Suzie's Trees)

3. CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS

Angel announced that Mayor Verner would attend our January CAC meeting. She asked that all subcommittee chairs submit an outline of their goals, accomplishments and future actions. She will compile them into an information paper for the Mayor. This is a very significant event for the CAC.

4. CONSENT CALENDAR

The Minutes for the November 4, 2008 meeting were reviewed. Finding no errors, Carrie moved they be accepted as written. Geri seconded the motion. Motion carried and the Minutes were accepted as written.

5. CITIZEN COMMENTS

None

6. REPORTS

- a. Steve Nittolo, Horticulture Supervisor, City of Spokane.

Steve gave a very detailed briefing of his past month's activities in the UF program. His information recap is attached.

b. Education Outreach and Volunteer Recruitment subcommittee.

Cindy Deffe discussed how her subcommittee would be drafting an information flyer and donation form for Reforest Spokane. This information would also be linked to the Park Foundation website. She also discussed how they would be applying for a grant from the Park Foundation for education purposes and how the CAC might need a banner for their education booth, when it gets started. Her subcommittee minutes are attached.

c. Finance & Funding subcommittee

No report.

d. Ordinance Review & Code Enforcement subcommittee

See 6a above.

e. Vegetation Management Plan subcommittee

No report. This committee will be reactivated to send Vegetation Management Plan updates to the UFTC for action.

g. Staffing Recommendations subcommittee

No report. CAC Urban Forest Program staffing recommendation still with UFTC for action

g. Historic Tree & Preservation subcommittee

Susan Traver reported that the Parks and Recreation Department legal advisor was reviewing the proposed Heritage Tree Resolution and that she should hear back from him in early January 2009. The UFTC will then advocate this proposed resolution to the Park Board/City Council and Mayor.

7. OLD BUSINESS

No Old Business

8. NEW BUSINESS

The CAC continues to fervently hope that the UFTC will carry out their important Spokane Urban Forest Program responsibilities.

9. ADJOURNMENT

Carrie moved to adjourn the meeting at 6:00 PM. Cindy seconded the motion.

The Citizen Advisory Committee to the City of Spokane Urban Forestry Tree Committee meets the first Tuesday of each month, 4:00 pm, at the Manito Meeting Room, Manito Park, in Spokane, Washington.

Angel Spell, Chair

Susan M. Ross Traver, Secretary

Spokane Urban Forestry Report from the Horticulture Supervisor November 2008

- Jeff Perry has finished planting street and park trees for the year. Approximately 55 trees were planted this fall primarily in street Right of Ways with a few in parks.
- Garth Davis with the SCCD and volunteers, partnering with the city, has planted 51 trees for the East Broadway realignment project. Other projects that Garth and the SCCD contributed to the City of Spokane this month:
 - 10-4" European hornbeam planted for the West Broadway structural soil project,
 - 11 trees downtown as part of the replacement tree grant program
 - 5-7 other trees some in partnership with the City of Spokane and Avista replacing utility damaged trees
- Jeff Perry has created a list of dead, dying, and grate girdled trees in the downtown area. Urban Forestry office staff is tracking down addresses and creating letters to send to property owners informing them of the need to replace or maintain these trees.
- Steve Nittolo, Jeff Perry, and two seasonal employees will be attending Treeworks inventory software training this month.
- Steve Nittolo met with the City of Spokane Planning and Design to discuss process for approving street tree landscape designs and tree selection. We have not been receiving landscape plans for street tree installation. We will now be on the list to have plans sent to us. This will allow us to approve species before contractor comes to us with permit application (and trees already purchased) Planning and design will also be distributing our tree planting specs to be included on landscape plans within the ROW.
- Met with Pat Dalton, City of Spokane Attorney's Office concerning Heritage Tree Resolution and ordinance changes regarding licensing and penalties. We discussed Parks Director, Barry Russell issuing Tree Licenses. We talked about Commercial Tree Work on private property and public property. Pat will look into legal ramifications surrounding this. Looked at Section "D" Class 2 license suffixed "T" or #9. (add "T" for trees or "P" for Parks Director) The Title 12 Code needs to reference the Title 10 Code and the 10 Code needs to reference the 12 Code.
Maximum civil penalties listed so will realize \$250 plus court costs.
Discussed specific fines for infractions
 1. \$200
 2. \$500
 3. Temporary revocation of license for 30 days
 4. Permanent revocationCode Enforcement needs to take care of infractions
Code Enforcement = fines
Legal = damages
Pat will be getting back to us concerning these issues.
- Construction Services for the City of Spokane will be adding a couple of lines onto their street obstruction permit stating that the Urban Forestry Program must be notified when any excavation work occurs within 10 feet of any tree within the ROW.
- City of Spokane Parks and Recreation met yesterday with some advertising firms concerning bid package, part of which will be web site building, including Urban Forestry site

- In response to new landscape plan and need for tree removals, Jeff Perry has inventoried areas near Joe Albi Stadium. Jeff Perry and Steve Nittolo walked area to determine which trees need to be removed and removal procedures.
- Three trees were planted by contract to replace trees topped by a tree service. Risk Management for the City of Spokane will be sending the tree service the bill. We are looking for a location to plant a fourth tree (we could not fit four replacements at that property) in that neighborhood
- City of Spokane Parks and Recreation put out a press release regarding a tree removal and replacement at Manito Park along Grand Avenue. The tree was structurally unsound and becoming hazardous, but press release was hopefully to anticipate negative public reaction.